

**WILTON-LYNDEBOROUGH COOPERATIVE
SCHOOL BOARD MEETING
Tuesday, February 20, 2018
Wilton-Lyndeborough Cooperative M/H School-Media Room
6:30 p.m.**

Present: Harry Dailey, Joyce Fisk, Carol LeBlanc, Alex LoVerme Mark Legere, Miriam Lemire, Charlie Post (via telephone), and Matt Ballou arrived at 7:18pm

Superintendent Bryan Lane, Business Administrator Lise Tucker, Technology Director Kevin Verratti and Clerk Kristina Fowler

I. CALL TO ORDER

Chairman Dailey called the meeting to order at 6:30pm.

II. ADJUSTMENTS TO THE AGENDA

There were no adjustments to the agenda.

III. PUBLIC COMMENTS

There was no public comment to report.

IV. BOARD CORRESPONDENCE

a. Reports

i. Superintendent's Report

Superintendent Lane reported he has been working on district meeting related tasks and is sending letters to the newspapers and parents informing them of the warrant articles. No advice on how to vote is included, just an informational piece and asking them to attend. He has provided a legislative preview packet from the School Administrators Association. Instructions to view text of the bills have been provided in his report. A compliance check regarding IEPs was done and for the 4th year in a row results show 100% compliant. Kudos to SPED staff throughout the district! On February 8, House Bill 1749 was sent to interim study (in effect killing the bill for this legislative session), if passed, it would have restricted districts from having a policy saying guns are not allowed here. Since it did not pass, we can have such a policy if the board wishes. He will speak to our policy committee to see if accommodations to the current policy are warranted. He submitted a request to the lottery commission regarding Keno and the funding that would be available to our district. One question came up at the public hearing was if Keno money would stay or leave. This is not a Department of Education thing; it's a law, the DOE does not have the ability to reduce the funds. He reviewed RSA 284.47. As long as the money goes in the monies have to go out. The only thing that would stop it would be if the law was rescinded or monies from KENO showed an inadequate profit. The more towns that approve having it in their town, the more funds that will go into it. At LCS there is a collapsed pipe underneath the cement slab, detected by camera. It is affecting only two bathrooms which are not currently functioning, SAU and extended day. This is not an easy fix he noted and hopes to have this done during spring break. Mr. Erb and Ms. Tucker are obtaining quotes.

ii. Director of Student Support Services Report

Superintendent Lane reviewed Ms. Moore's report in her absence. Her report revolves around a great concept in which a couple of students are enrolled in an IMPACCT program. Students will earn HS credit and learn resume writing and job skills which lead to job placement once graduated. One of the board's emphases is to do things to get them ready for "after" school. This program is at no cost to the district other than transportation. Students will have 4 days a week learning skills and one day of work experience. Kudos to the staff for finding this program and making it happen.

iii. Director of Technology's Report

Mr. Verratti reported the patches have started to become available for the Spectre and Meltdown exploits that he spoke of last month. The first round is available for Chromebooks and these will be rolled out after state testing is completed. Some have been tested in older systems (6 yrs. old) at WLC with less than favorable results. About half a dozen will be worked into our replacement cycle at the end of the year otherwise on most systems these patches will work. The week of January 29, the community was invited to view standards and evidence collected for NEASC. Interim assessments at FRES are being worked on. Responding to a question regarding the elimination of desktop computers, he explained that desktop computers will still be needed (specialty labs, business labs and next year curriculum lab) as there are some things that Chromebooks are not great at (processing power is different and cost). Mr. Verratti will price out other systems for students taking classes that may benefit from a laptop (or other device) that can do these things. Superintendent Lane added there is still a need for students to know how to navigate a desktop and use a mouse. While going to this technology is convenient, down the road we need to look at what industry is doing and before we negate the computer labs we need to be sure there is not a need for their pathway in the future.

b. Letters/Information

i. Legislation Packet

Superintendent Lane reviewed the legislative packet is from the School Administrators Association and it provides bills and areas of interest.

Adding to his report from earlier, Superintendent Lane wanted the board to be aware he had received a call from the Superintendent in Farmington to praise the actions of one of our coaches (giving up our timeout) when a student of theirs fell during a game. The student is ok. Superintendent Lane was at the national conference in TN for a few days last week attending several good sessions. He spoke to a company representative that provides district apps. He inquired if the board would consider having an app for this district as sometimes it is not easy going to the website and most people today have a phone in hand. There is no cost to the district and it is funded by using local vendors to advertise at the bottom of the app. The vendors are vetted by the app company for appropriateness of advertising. It is a three year commitment and the Superintendent would be required to make three written referrals each year to tell other districts we use it although it is not required that they use it. We will need to provide them with the information we put on the website and they house it. No objection was heard regarding Superintendent Lane investigating this.

ii. Nutrition Association Action Network Advisory

Ms. Tucker reviewed that the School Nutrition Association wanted this to be brought to the board's attention in regard to how we get reimbursement. It is set up as entitlement grants but could be changed to block grants. If this happens, the School Nutrition Association indicates we will lose \$11,205.24 a year. They wanted us to let all respective parties know to talk to your representatives to say we don't want this change. Superintendent Lane explained if you felt this was inappropriate and you wanted it to stay as entitlement grants the information flows to the Feds and the state agency who distributes it; you can say we don't like this and don't want this; it can be done as a board or as an individual. Mr. Post commented that we need to recognize this is a political document. The block grant shift is something that is happening with Medicare and others so before we take any action we should look at it with a lens that it is a political piece. Ms. Tucker confirmed for Ms. LeBlanc that we do have a membership with School Nutrition Association and cost depends on your position, it ranges from \$40-\$120 a year. They provide us with conferences and contact information for networking. It would be difficult to find another group as they would not be specific to food service regulations. Superintendent Lane confirmed this is provided as information only and if the board wanted any action it is up to the board and this would not be an agenda item unless requested to be.

iii. SPED Timeliness Evaluation Letter

Superintendent Lane reviewed this is the letter he spoke of earlier during his report and thought the board should be aware. Chairman Dailey added it is quite an accomplishment and thanked Ms. Moore and her team.

103 **iv. 2017-18 Forecast**

104 Ms. Tucker provided a forecast for revenue and expenditures. Revenue-projecting a deficiency of
105 \$18,440. Expenses projecting an unexpended surplus of \$260,132. At this point in time she is projecting
106 a fund balance of \$240,000 however wants members to keep in mind we still have the spring to go and
107 the LCS bathroom issue needs to be addressed therefore the fund balance may be less than this
108 projection. She confirms the funds from the FRES project, "tax wise" it just happened but it is the 2016-
109 17 fund balance. She reviewed the undesignated fund balance is part of your tax rate setting in October;
110 it offsets what would be paid for appropriations going forward. It does decrease the amount the towns
111 pay but it levels out. Chairman Dailey added it is used to offset whatever payment the town would give
112 to the schools districts, Ms. Tucker agreed. She explained, when asked how many payments it offsets,
113 that she sends them (the towns) letters, first one in June to anticipate what was voted on for
114 appropriations, (it will be split into 6 months) and then after the tax rate in the fall another letter is sent
115 with adjustments which is the revised amount to pay from January to June. Timing is still an issue as we
116 work on a fiscal year and the town works on a calendar year although Chairman Dailey notes he believes
117 the towns have built up enough to cover this, in the past it had been an issue and doesn't believe it is
118 now. When asked, Ms. Tucker confirmed the payroll balloon payment goes out first pay period in June.
119 It's not an issue for us to pay the balloon payments, it may benefit the towns to not have this because of
120 their tax schedule but this does not affect us.

121 **v. FYI-Election Candidates**

122 Superintendent Lane reviewed the number of candidates running for school board and that there are no
123 candidates running for budget committee, one candidate is running for moderator. He provided a
124 handout which describes how the order of names as they will appear on the ballots per RSA 656:52.
125 Chairman Dailey clarified Jonathan Vanderhoof is a candidate for school board and not John Vanderhoof
126 (Jonathan's father) as it had been previously written on a listing of candidates.

127 **V. CONSENT AGENDA**

128 There was no consent agenda to report.
129

130 **VI. PREPARATION FOR DISTRICT MEETING**

131 **i. Speaking to Which Article**

132 Superintendent Lane reviewed that it is typical to have board members present the articles, he will create
133 scripts for each article for members to use if they wish.

134 **Warrant Article #04-Operating Budget**

135 Chairman Dailey will make the motion; Vice Chairman Brock will second it. Chairman Dailey will speak
136 to it.

137 **Warrant Article #05-CBA-Support Staff**

138 Mr. Ballou will make the motion; Mr. LoVerme will second it. Mr. Ballou will speak to the highlights.

139 **Warrant Article #06-Special Meeting**

140 Mr. Ballou will make the motion (to table the article if #05 passes); Mr. LoVerme will second it.

141 **Warrant Article #07-Full Day Kindergarten**

142 Ms. LeBlanc will make the motion; Ms. Fisk will second it. Ms. LeBlanc will speak to it.

143 A debate ensued regarding speaking about this article as an individual vs. school board member. Various
144 opinions and concerns were voiced. Chairman Dailey voiced several times that once the school board
145 votes to move in a direction that is the direction of the board and if an individual wants to speak to
146 something as an individual there is a difference and should be identified as speaking as an individual. Mr.
147 Post opposes and comments that Chairman Dailey is saying as members of the school board we cannot
148 speak against it. Chairman Dailey responds indicating you can speak against it but be clear you have a
149 dissenting opinion from the board. He provides the example of Ms. LeBlanc presenting the article as
150 written, notes it is approved by the school board and if anyone has a secondary or dissenting opinion they
151 can give it but identify its your position not the school boards. He confirmed for Ms. LeBlanc you can
152 defer to someone else who is best qualified to answer questions (example Superintendent). Mr. Post
153 voices dissatisfaction regarding the slides created for the budget hearing as they state consensus was

reached by the school board regarding implementing full day kindergarten. He wants “consensus” removed if the slides or wording will be used again. Superintendent Lane confirmed all scripts and slides will be available to everyone for board review; the board can make changes. Chairman Dailey notes this is why we go through it now and the final draft will be provided for the next meeting where we will go through the deck and all are clear on what the deck contains. Mr. Post notes he had asked for a change in the warrant article as he objected to “such costs were offset by revenues” and wanted that changed. Superintendent Lane responds he believes the word “may” was used and Mr. Post notes he had not seen a new copy. Discussions went back to Mr. Post having issue with speaking against the article as an individual and not as a representative of the school board. Superintendent Lane noted as a matter of protocol, if a board member wishes to speak in an opposing direction the history that he has seen is they stood in line and spoke as a private citizen, although he is not sure if it is appropriate, he can find out. Mr. Post requests to see an RSA relating to this. Superintendent Lane will check with an attorney to see if there is an RSA regarding this. Mr. Post going back to the word “consensus” on the slides, wants this changed to majority and notes it was in there several times. Superintendent Lane informs members he will have the draft slides ready by Friday and will get them out earlier than the board packet and include them in the packet for the boards review. Members spoke regarding being on the opposite side a vote but supporting it because the board supports it. Mr. Posts comments he will be speaking as a school board member and will be speaking his opinion. Ms. Fisk comments this is how the school board voted and it is a matter of respect. Mr. Post disagrees. Ms. Fisk responds she is sorry that he does (disagree) but it is only polite. Mr. Legere adds all the orientation (from NHSBA) says when the vote is made you support the decision made whether you agree or not, you move forward. The group was not aware of a policy regarding this however Mr. Ballou suggests checking the policy on school board ethics. Chairman Dailey states we will get it straightened out, he doesn’t want to silence anyone as long as it is clear the school boards opinion is to support full day kindergarten. Mr. Post comments he assumes that’s why Ms. LeBlanc is speaking and then Superintendent Lane and then he (Mr. Post) will speak. Chairman Dailey confirms Ms. LeBlanc moves it, Ms. Fisk seconds it. Superintendent Lane responds he is not allowed to speak unless someone asks him a direct question; he doesn’t present anything. The moderator asks for authorization at the beginning of the meeting for those to speak who are not residents.

Warrant Article #08-Capital Reserve-Building/Roadways and Equipment

Mr. Legere will make the motion; Mr. LoVerme will second it. Mr. Legere will speak to it.

Chairman Dailey notes at the end of the meeting he and Ms. Browne will make presentations regarding member retirements. Members are introduced at the beginning of the meeting.

VII. REVIEW DISTRICT GOALS/OBJECTIVES

Chairman Dailey reviewed these are the goals and objectives that the board set up 10-11 months ago and spoke to each one (listed below). He reports some things have been accomplished and some are still being worked on.

0-12 Month Goals and Objectives

Evaluate/improve/track student achievement

Overall we are starting to get more information and are pleased with the track we are on. He would like to see more on a regular basis or quarterly to look at general achievement. Superintendent Lane notes now that we are in the cycle, Dr. Heon will have growth models by grade and our grade level accomplishments of where we are and how many are in the different zones. Responding to Ms. LeBlanc, Chairman Dailey confirmed parts of the MS Model could be discussed as assigned to the Strategic Planning Committee. Appointments to this committee will be made after elections of new members. There are still things they have on their slate to look at and that will be decided if we continue with those.

Increase student and staff pride and morale

Student achievement is on the rise and it gives us more opportunity to recognize staff and student performance. If the track we are on continues there will be plenty of opportunity for this.

Look for opportunities for Interscholastic Academic Competition

We have a fairly robust sports program but how do we continue to drive these such as the Granite State Challenge (GSC). Superintendent Lane adds they changed the format of GSC again and we are two years out.

Survey communities of Wilton-Lyndeborough

This has been discussed many times and he hopes once the new board and continued board are seated we will look at this to see what information we are looking for in regard to feedback.

District wide calendar

This was a huge undertaking and he is sure it has helped people to know what is going on in the district.

More student involvement in district

We had a student previously but didn't stay long. He believes it has a positive impact and to engage students in the leadership aspect is a plus. He is hopeful through student government we could get this accomplished

1-2 Years

Develop a system to follow up to determine level of preparedness for career/college

This is about getting students prepared for what is coming up next and polling graduates too starting with the year's graduating class. Asking them if they were missing anything from their first semester in college to obtain some feedback that we may need to add to our curriculum; to be sure they are successful.

Consider developing a program such as trade/career school or working with other districts

This is to be sure students know there are multiple options and there is not just one path (college, 2-4 year) but to let them know what options are out there.

Explore ways students can navigate the graduation process

Overall he believes the guidance department does a great job with this however there is a mad dash at the end which he doesn't think you can avoid.

Increases communication with town leadership

He thinks this will be on the chairman's plate. In some cases there is a strong disconnect between the towns and school and we need to change that to have more collaboration and do a better job working together. Mr. Post comments that Superintendent Lane has done a great job moving that forward.

Expand and monetize the RISE program

The RISE program has helped contain costs. Superintendent Lane adds The Department of Education determines what the tuition rate is and we have had two districts come to us, Milford and Goffstown to look at our program. We are well enough known if people are looking for an option and they are looking.

3-5 Years

School within a school-charter or gifted program

He is a proponent of this and the state spends a lot of money on charter schools; mainly the buildings which are not filled. We are missing an opportunity by moving some of those to our schools and having some accelerated classes within our own building. Example-using a wing for 4 classes, they teach advanced math, science and language arts, we give the students the option to go to an advanced class and can go back and join their peer group.

Discussion was had regarding the student representative; Superintendent Lane confirmed it is usually one student, a junior or senior who is interested in some kind of government studies as a college scenario. It is a time obligation and can be difficult if they play sports as they can have conflicting schedules with board meetings which can be long. He would meet with the student in advance to prep for the meetings and work with the student to be sure they are prepared. Structuring the board meeting agenda so that the relevant parts are in the beginning is beneficial; they are not a voting member and cannot go into nonpublic. The chair would need to be sure they are included in the discussion by referring to her/him.

Chairman Dailey reports he hopes we would use a similar format after elections to set up goals and objectives going forward and look toward long term goals.

256 **VIII. ACTION ITEMS**

257 **a. Approve Minutes of Previous Meeting**

258 *A MOTION was made by Mr. Legere and SECONDED by Ms. LeBlanc to approve the minutes of*
259 *February 6, 2018 as written.*

260 *Voting: all aye via roll call vote; motion carried unanimously.*

261 **IX. COMMITTEE REPORTS**

262 **i. Facilities**

263 Ms. Tucker reported the facilities committee just met. Discussion included the next meeting is scheduled
264 for March 6 at 5:30pm for a FRES walkthrough; April 17 is the CIP meeting. Some repairs were
265 discussed including a loop pump for FRES, boiler issues, burner air tubes and tiger loop at WLC and
266 some heating elements in the classrooms. They discussed a project list going out for quotes regarding
267 masonry work, three different vendors were spoken to and hope to get them in (one coming tomorrow) to
268 look at the masonry work for FRES front stairs. Regarding phase 3 of the roof replacement they have
269 Prime Roofing giving a proposal. Regarding repointing of chimneys and the reinstallation of caps for
270 FRES (in the 1800 part), they have not heard from anyone yet. They are in the process of getting
271 information from Tate Brothers for patching the parking lot at WLC. Some contacts have been made for
272 the tennis courts and a company is coming in tomorrow to see what replacement cost would be. Kitchen
273 equipment was added to the CIP, although not needed for probably 10 years, the purchasing of
274 dishwasher and walk-in freezers for both schools on a 20 year cycle. Ms. Tucker confirms the kitchen
275 equipment was just added and not reflected in the CIP printed in the annual report.
276

277 **X. RESIGNATIONS / APPOINTMENTS / LEAVES**

278 There were none to report.
279

280 **XI. PUBLIC COMMENTS**

281 The Chair recognizes Ms. Jessie Salisbury who commented that the school board dates are now being put
282 on the Lyndeborough town calendar.
283

284 The Chair recognizes Mr. Ballou who spoke to clarify, for the record (stating he does not mean to
285 antagonize anyone), that there is a code of conduct. The school board has a Code of Ethics which was
286 approved in 2010, policy BCA. He reviewed that it states "each board member shall comply with the
287 following ethical provisions" and referred specifically to 9, 10 and perhaps 11 which he reviewed parts
288 of. Chairman Dailey notes it is important to realize we work well together and have some rigorous
289 debate at times and it is important to discuss matters out. Discussion concluded with where to find the
290 policy (website), Mr. Post questioning if he signed anything agreeing to this, Superintendent Lane noting
291 he took oath of office to uphold board policies. Mr. Post will reflect on this issue.
292

293 **XII. ADJOURNMENT**

294 *A MOTION was made by Mr. LoVerme and SECONDED by Ms. Fisk to adjourn the board meeting at*
295 *8:01pm.*

296 *Voting: all aye via roll call vote; motion carried unanimously.*
297

298 *Respectfully submitted,*
299 *Kristina Fowler*
300
301